

MEETING #2 – January 13

At a Regular Meeting of the Madison County Board of Supervisors on January 13, 2015 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: Doris G. Lackey, Chairman
R. Clay Jackson, Vice-Chairman
Jonathon Weakley, Member
Robert Campbell, Member
Kevin McGhee, Member
Ernest C. Hoch, County Administrator
V. R. Shackelford, III, County Attorney
Leo Tayamen, Finance Director
Jacqueline S. Frye, Deputy Clerk

1. Regular Meeting Agenda

Chairman Lackey called the meeting to order; a quorum is present.

2. Pledge of Allegiance & Moment of Silence

The Board of Supervisors commenced their meeting with the Pledge of Allegiance and a moment of silence.

3. Adopt Agenda

The following additions to the Agenda were suggested: Add: 'Budget Update'; and Add: Madison County Representation on the Regional Jail Board; Add: Item 8-e (Resolution #2015-1 – Constitutional Officer Week).

Supervisor Jackson moved the Board approve the Agenda as amended, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Chairman Lackey advised the public that the County Administrator is absent from today's session due to the illness of a family member.

4. Monthly Reports

a. Department Heads (if necessary) - None

b. Constitutional Officers: None.

c. Rappahannock Rapidan Community Services Board – Brian Duncan: Mr. Duncan, Executive Director, was present to provide highlights on:

- Three (3) new citizens elected to the RRCSB
- Establishment of a Steering Committee
- The implementation of a Crisis Intervention Team Program (CITP)

Information on the development of a regional CIT Program was provided; protocol will allow law enforcement personnel to better assist those individuals with mental health conditions; protocols are currently in place, but the new CIT collaboration will allow for a better outcome for all parties involved; a 'no funds MOU' will need to exist between mental health providers and law enforcement; training will also need to be provided; there is currently no grant funding in place; one (1) CIT Coordinator will be hired to serve the entire region – salary will need to be covered by local funding from the participating localities; program information and funding will be included in the RRCSB budgetary request.

Erik, Weaver, Sheriff, was present and noted that no information has been provided to his department about receiving any funding to assist with the costs associated with CIT training.

Questions from the Board focused on:

- Difference between 'face-to-face' assessments versus the number of telephonic assessments
- Turn-around time for law enforcement versus average travel/process time

Mr. Duncan advised that face-to-face' assessments are generally requested by law enforcement personnel; percentages noted in today's report are only indicators, as the numbers reflect the population of the locality involved; he also noted that in some localities, the local hospitals allow law enforcement personnel to release individuals to the custody of others.

d. Foothills Housing Corporation – John Reid: Mr. Reid, Executive Director, was present and provided highlights on the various listed of projects currently being handled by the corporation; Ms. Valerie Ward, Director of Social Services, was introduced and currently works with clientele who may be in need of some of the housing services being referred to in today's session. It was noted the corporation has available funding for heating assistance and home repairs; today's list was provided from the Rapidan Better Housing Corporation. He noted that RBHC and FHC co-joined to form an alliance and will not lose any of the approved funding that has been allocated (through the CDBG) for Madison County; the territory served covers five (5) localities.

Questioned presented forced on whether there may be any overlapping of funding that could be uses to assist citizens in need of septic/sewer replacement issues; funding was previously provided by the Culpeper Soil & Water Conservation District, but it's felt the funding source may have now been exhausted.

Mr. Reid noted the CBDG (Community Block Development Grant) provides a significant amount of funding that can cover costs to provide home repairs and fund septic/sewer issues. In closing, he thanked the County for its continued support.

5. Committee Reports: None.

6. Finance:

i. General Operations (Fund 10) General Fund FY2014 – November

Supervisor Weakley the Board approve the Certificate of Claims (Fund 10) General Operations for November 2014 in the amount of \$602,395.92, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0)*

ii. Certificate of Claims (Fund 11) Tourism Enhancement FY2014 – November - None

iii. Certificate of Claims (Fund 40) Debt Service FY2015 – November

Supervisor McGhee moved the Board approve the Certificate of Claims (Fund 40) Debt Service for November FY2014 in the amount of \$376,444.45, seconded by Supervisor Weakley. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

iv. Supplemental Requests – General Operations FY2015 – October (#1)

PRA	71200-5702; 161202	PRA Youth Programs – Baseball	\$11,897.13
PRA	71200-5703; 161203	PRA Youth Programs – Basketball	\$ 8,051.30
PRA	71200-5704; 161204	PRA Youth Programs – Cheerleading	\$ 1,910.14
PRA	71200-5705; 161205	PRA Youth Programs – Football	\$ 4,669.41
PRA	71200-5706; 161206	PRA Youth Programs – Hockey	\$ 6,528.09
PRA	71200-5707; 161207	PRA Youth Programs – Soccer	\$ 4,224.66
PRA	71200-5708; 499999	PRA Youth Programs – Softball	\$ 2,874.83
PRA	71200-5709; 499999	PRA Youth Programs – Wrestling	\$ 623.00
PRA	71200-5709; 499999	PRA Youth Programs – Wrestling	\$ 2,393.29
PRA	71200-5711; 161211	PRA Youth Programs – Youth Registration	\$ 10.00
PRA	71201-5725; 499999	PRA Youth Programs – Church Softball	\$ 300.00
PRA	71201-5728; 499999	PRA Youth Programs – Picnic Shelter	\$ 100.00
PRA	71201-5729; 499999	PRA Youth Programs – Summer Camps	\$ 829.59
PRA	71200-5737; 499999	PRA Youth Programs – Women's Volleyball	\$ 300.00
PRA	71200-5731; 161212	PRA Youth Programs – Tour de-Madison	\$ 7,388.84
PRA	71200-5727; 161227	PRA Youth Programs – Jazz	\$ 200.00
PRA	71200-5730; 161230	PRA Youth Programs – Tae Kwon Do	\$ 1,175.00

PRA	71200-5732; 161232	PRA Youth Programs – Tournaments	\$ 370.00
PRA	71200-5735; 161233	PRA Youth Programs – Travel Baseball	\$ 100.00
PRA	71200-5734; 161240	PRA Youth Programs – Other Programs	\$ 5,113.49
Sheriff's Dept.	31200-1720; 180301	Deputies – Part time	\$ 1,431.00
Sheriff's Dept.	31200-1460; 240107	Full-time overtime	<u>\$ 3,921.44</u>
TOTAL SUPPLEMENTS:			\$64,477.21

Supervisor Jackson moved the Board **Weakley moved the Board** approve Supplemental Requests for November FY2014 totaling \$64,477.21, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, McGhee. Nays: Campbell.*

Due to concerns regarding the supplemental requests for the PRA, it was the consensus of the Board to request that PRA representatives attend the next workshop session to provide input on their departmental funding.

#2: Madison Parks & Recreation Authority: Supplemental Request (Hoover Ridge – PRA) - \$10,000.00

Supervisor Weakley moved the Board approve the supplemental request – General Operations – Hoover Ridge Park/PRA FY2015 – Ended November 30, 2014, totaling \$10,000.00, seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0)*

7. Minutes

a. #54 & #55

Minutes #54: Supervisor McGhee referred to an edit on “Item K” that will need to be addressed.

Minutes #55: Chairman Lackey referred to amendments that were implemented and minutes have been resubmitted to all members for review.

Supervisor Campbell: Verbalized concerns pertaining to the Plow & Hearth proposal concerning whether a ‘vote’ was taken on the matter, and whether a commitment was in place.

The County Attorney provided a brief summary on the manner in which the ‘local share’ process was handled; he also noted that once the terms of the performance agreement have been developed to the satisfaction of all parties involved, the Board will need to act upon the performance agreement; this matter will be further discussed in closed session during today’s meetings process. In closing, he advised it’s anticipated the process will be completed by the first of March 2015.

Concerns were also verbalized pertaining to questions being posed by citizens during the meeting process. It was noted the County Administrator has started taking measures to provide written answers to questions citizens provide during the public comment process after the meeting, and is also available to meet with citizens if they so desire.

Supervisor Jackson moved the Board adopt Minutes #54 as amended, seconded by Supervisor Weakley. *Ayes: Lackey, Jackson, Weakley, McGhee. Nays: Campbell.*

Supervisor Jackson moved the Board adopt Minutes #55 as amended, seconded by Supervisor Weakley. *Ayes: Lackey, Jackson, Weakley. Nays: Campbell. Abstain: McGhee.*

8. Discussions/Actions

a.FY2014 County Audit Review: Robinson, Farmer, Cox Associates – David Foley: David Foley, Audit Manager (Robinson, Farmer, Cox Associates) was present and provided a brief synopsis of the FY2014 Audit for Madison County; the auditing process, principles utilized, internal control, and compliance; no deficiencies or weaknesses were noted and no separate management letter is necessary. He also noted the County’s financial status is considered as ‘good to excellent, based on GFLA requirements. compared to GFLA requirements.

b. Ordinance ID #2015-1 [Ordinance to Change the Polling Place for the Madison Precinct]:

Chairman Lackey advised the Board held a public hearing on Ordinance ID# 2015-1 during December 2014.

Supervisor Jackson moved the Board approve Ordinance ID#2014-1 [Ordinance to Change the Polling Place for the Madison Precinct] as presented, seconded by Supervisor McGhee. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee.*

c. Boards/Commission Appointments: Tourism Committee:

Supervisor Campbell indicated that he'd like to be appointed to serve on the Madison Tourism Committee. It was noted that the Tourism Committee bylaws call for there to be five (5) individuals appointed to serve and all slots are now filled.

d. Central Virginia Regional Jail: Budget Update:

Chairman Lackey noted the regional jail is requesting the County's 2015 contribution be increased to \$573,974.00, which is an 89% increase. It was also noted the jail had advised there will be an additional increase during the upcoming year; all participating localities are looking for justification for the required funding increase, as none feel they can manage the proposed increase without a tax increase for the citizens. It was also noted it doesn't appear the Jail Board has any intentions of reducing the proposed funding request.

Additional comments included the following:

- A finance committee has been now been established **(consisting of six members)**;
- Whether the County should appoint a Board member and the County Administrator, and remove current the citizen appointee;
- Whether **to as** the current citizen appointee **is** **could** serve as the alternate;
- Proposed revenue (from federal prisoners) was anticipated (by the jail) to offset costs;

In light of comments regarding the character and dedication of the current citizen appointee, it was also noted the Board is elected to represent the citizens' financial interest in all areas.

After discussions, it was the consensus of the Board to invite Glenn Aylor, Jail Superintendent, Steven Hoffman, citizen representative, and Erik Weaver, Sheriff, to attend the upcoming workshop session to provide input on today's matter.

It was also noted the newly appointed jail finance committee will meet at the facility tomorrow at 8:00 a.m. – anyone able to attend is encouraged to do so.

Chairman Lackey called for a five (5) minute recess.

On motion of Supervisor Campbell, seconded by Supervisor Jackson, Chairman Lackey called for a five (5) minute break. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Chairman Lackey reconvened the meeting.

e. Resolution #2015-1 [Constitutional Office Week]:

Chairman Lackey read the contents of Resolution #2015-1 [Constitutional Officers Week] for the record.

Supervisor Campbell moved the Board adopt Resolution #2015-1 [Constitutional Officer Week], seconded by Supervisor Jackson. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

It was also noted that January 9, 2015 was designated as the official "Law Enforcement Day"; accolades were provided to those who continue to 'answer the call.'

9. The Good of the Order

- *Supervisor Campbell: Verbalized concerning 'task assignments' (as presented by the Chairman during a prior meeting session).*
- *Chairman Lackey: Explained the 'task assignments were only suggestions for each member, as the Board hasn't adopted or agreed to any of the specific descriptions provided.*

After discussion, it was the consensus of the Board to add "Proposal – Task Assignments Concerning Economic Development & Budget to the workshop for further discussion.

Chairman Lackey explained the concept of adding "The Good of the Order" to the Agenda in an effort to allow members to verbalize concerns that aren't issues that can be categorized as 'information/correspondence.'

10. Information/Correspondence

- **Chairman Lackey:** Advised of an upcoming meeting at the George Washington Carver facility (Culpeper) to discuss how to begin research on how the facility can be transformed into a multi-use agricultural research and education hub and cannery/food processing facility; the guest speaker will be Mrs. Dorothy McAuliffe.
- **Supervisor Weakley:** Provided copies of the schools draft budget documents for review; figures for healthcare costs should be available in February 2014; an increase is noted in the salary line item; potential surplus funding isn't noted.
- **Supervisor Jackson:** Noted the schools documentation pertaining to 'budget priorities' is comprised of the multiple administrative needs with no significant order for facility needs; the school will have a budget work session on January 21st.
- **Supervisor Campbell:** Advised of his desire to appoint a new CIP Committee to handle long-range plans; he also expressed his desire to be appointed as the Board liaison on the Juvenile Detention Center Board, and accept the current incumbent's letter of resignation and present a letter of thanks for the service he has provided to the County.

Chairman Lackey noted the County is in the process of advertising to fill the vacancy on the JDC Board; the Center's Superintendent has also advised that most localities designate the County Administrator to serve in this capacity instead.

In response to comments pertaining to travel reimbursements for Board/Commission representatives, it was noted that anyone (Board/commission representatives, County/Constitutional personnel) who uses their private vehicle to travel outside the County to attend meetings, conferences or seminars, may elect to receive a mileage reimbursement should they elect to do so.

11. Closed Session

a. Closed Session:

On motion of Supervisor Jackson, seconded by Supervisor McGhee, the Board moved to convene in a closed session, pursuant to Virginia Code Section 2.2-3711(A)(7) pertaining to consultation with the Madison County Attorney on legal matters related to a Governor's Development Opportunity Fund Performance Agreement for a grant to Plow & Hearth, LLC., Madison Foothills, LLC., and Vivaterra, LLC. Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

b. Motion to Reconvene In Open Session

On motion of Supervisor Jackson, seconded by Supervisor Weakley, the Board reconvened in open session. Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

c. Motion to Certify Compliance:

On motion of Supervisor Jackson, seconded by Supervisor Weakley, the Board certified by roll-call vote that only matters lawfully exempted from open meeting requirements pursuant to Virginia Code Section 2.2-3711 (A) (7), and only matters that were identified in the motion to convene in a closed session were heard, discussed or considered in the closed meeting. Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).

No action was taken as a result of closed session.

12. Public Hearing: None.

13. Public Comment: Will be held as close to 6:00 p.m. as possible.

Chairman Lackey opened the floor for public comment.

The following citizens provided comments:

- John Lain (Judge's ruling on recent FOIA request; posting draft minutes to website)

In regards to the comment, the County Attorney advised the County Administrator is the designee to respond to FOIA requests on behalf of the Board of Supervisors; should the Board desire to change the designee, he noted the small amount of County staff in place to comply with the time frame for FOIA requests. In closing, he noted some FOIA requests do require some interpretation and are taken seriously.

- Kim Smith (Requested a copy of meeting documents be posted to the website; FOIA concerns; custodian of County records).
- Terry Weaver (Request Constitutional Officers be recognized for their good deeds (annual audit)).
- Reuben Woodward (Concerns regarding personal attacks towards a Board member).
- Eric Weaver (Highlights on jail figures (i.e. daily inmate costs); jail funding concerns; future staffing alternatives).

With no further comments being brought forth, Chairman Lackey closed the public comment period.

14. Adjournment:

With no further action being required, on motion of Supervisor Jackson, seconded by Supervisor Weakley, Chairman Lackey adjourn tonight's meeting. *Ayes: Lackey, Jackson, Weakley, Campbell, McGhee. Nays: (0).*

Doris G. Lackey, Chairman
Madison County Board of Supervisors

Ernest C. Hoch, Clerk of the Board

Adopted on: February 11, 2015

Copies: Doris G. Lackey, R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee,
V. R. Shackelford, III, Constitutional Officers

Ordinance Adopted: January 13, 2015

- **Ordinance ID#2015-1 [Ordinance to Change the Polling Place for the Madison Precinct]**

Resolutions Adopted: January 13, 2015

- **Resolution #2015-1 [Constitutional Officer Week]**



**Regular Meeting Agenda
Madison County Board of Supervisors
Tuesday, January 13, 2015 at 4:00 p.m.
County Administration Building, Auditorium
414 Main Street, Madison, Virginia 22727**

**Agenda Items**

1. Call to Order
2. ***Pledge of Allegiance & Moment of Silence***
3. Determine Presence of a Quorum/Adopt Agenda
4. Monthly Reports
 - a. Department Reports: Attached
 - b. Constitutional Officers: Attached
 - c. Rappahannock Rapidan Community Services: Brian Duncan
 - d. Foothills Housing Corporation: John Reid
5. Committee Reports: None
6. Finance
 - a. Claims
 - i. General Operations (Fund 10) General Fund FY2014 – November
 - ii. Certificate of Claims (Fund 11) – Tourism FY2015 – November
 - iii. Certificate of Claims (Fund 40) – Debt Service FY2015 – November
 - iv. 2 - Supplemental Requests – General Operations – FY2015 – November
7. Minutes:
 - a. #54 & #55
8. Discussions/Actions:
 - a. FY2014 County Audit Review: Robinson, Farmer Cox Associates – David Foley
 - b. Ordinance ID #2015-1 [Ordinance to Change the Polling Place for the Madison Precinct]
 - c. Boards/Commission Appointments: Tourism Committee
 - d. **Central Virginia Regional Jail: Budget Update**
 - e. **Resolution #2015-1 [Constitutional Officer Week]**

9. Good of the Order
10. Information/Correspondence
11. Closed Session: Contract discussions, Plow & Hearth Performance Agreement
12. Public Hearing: None
13. Public Comment: Will be held at close to 6:00 p.m. as possible
14. Adjournment

AMENDMENTS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT